

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS  
EXECUTIVE/PERSONNEL COMMITTEE  
Friday, February 5, 2016 – 10:00 A.M.  
100 West Keenan Street, Rhinelander, Wisconsin 54501**

**Members Present:** Bix, Millan, Tuckwell (Cushing arrived at 10:20 A.M.)

**Member(s) Absent:** (NOTE: There is one vacancy on the Executive/Personnel Committee.)

**Call Meeting to Order:** Chair Millan called the meeting to order at 10:00 A.M. Also present were Janell Schroeder, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Dave Krug and Pete McGeshick, Board of Directors, ADRC-NW.

**Public Comment & Introductions:** There were none.

**Approval of the Agenda:** Bix moved to approve the agenda with ten items; Tuckwell seconded. All Ayes. Motion Carried.

**Approval of January 8, 2016 Minutes:** Tuckwell moved to approve the minutes of the January 8, 2016 meeting; Millan seconded. All Ayes. Motion Carried.

**Contract/Personnel Changes:** Bix moved to appoint McGeshick to the Executive/Personnel Committee; Tuckwell seconded. All Ayes. Motion Carried. Chair Millan has now signed the 2016 ADRC contract with the state. Ann Erfourth, the ADRC Specialist employed by the Potawatomi, has been notified that her position will be terminated as of February 29, 2016. The Potawatomi would like an ADRC Specialist employed by the ADRC-NW to work eight hours each Friday. They will provide office space next to the pharmacy which will be a much better location than the ADRC-NW previously had. This office space will cost \$50/week as opposed to the \$6,500/year that the ADRC-NW is currently paying. The Sokaogon Chippewa Tribe will be deciding whether to stay with the ADRC-NW or go with an ADRC for their tribe. That decision should be made by February 9<sup>th</sup>. Once the Sokaogon Chippewa Tribal Council determines what they require for their people, the ADRC-NW can start working on a staffing plan for both the Potawatomi and Sokaogon Chippewa (if needed).

**2016 Strategic Plan:** The Strategic Planning Meeting went well; however, no plan was completed. The Executive/Personnel Committee will meet with Myles Alexander of the University of Wisconsin-Extension on Friday, February 12, 2016 to continue work on the Plan.

**Letters & Communications:** There were none.

**Future Agenda Items:** Strategic Plan; Personnel Issues

**Confirm Next Meeting Date, Time & Place:** The next meeting of the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee will be Friday, February

12, 2016 at 1:00 P.M. and will be devoted to strategic planning. The meeting after that will be Monday, March 14, 2016 at 10:00 A.M. It will NOT be held on Friday, March 11 as previously scheduled. The meeting will be in Rhinelander.

**Adjournment:** With no further business, Bix moved to adjourn; Tuckwell seconded. All Ayes. The meeting was adjourned at 10:28 A.M.

**Handouts:** Minutes of the January 8, 2016 Executive/Personnel Committee meeting